

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF COMMUNITY AFFAIRS**

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**CDBG
Community Development Block Grant Program****MANAGEMENT MEMORANDUM
Memorandum Number: 00-7****TO: All Eligible Jurisdictions****DATE: June 16, 2000****SUBJECT: Grantee Performance Report**

As a result of the State of California converting to Integrated Disbursement and Information System, the Annual Grantee Performance Report has been revised to meet the Department of Housing and Urban Development's new reporting requirements. Any jurisdiction completing their annual Grantee Performance Report for the fiscal year ending June 30, 2000 must report using the attached form (rev. 6/12/2000). *If you have already sent in a Grantee Performance Report for a closed out grant prior to receiving this memo, no revisions will be required.*

Detailed instructions are included and will guide you step-by-step through completing the new form.

To obtain additional copies of the instructions and/or report:

1. Call (916) 445-6000 to obtain hard copies
2. Email the program secretaries for electronic copies. Specify which version is desired (Word 2000, Word 95, or PDF). terrington@hcd.ca.gov OR jruggire@hcd.ca.gov.
3. Download from the CDBG website (available soon). http://www.hcd.ca.gov/ca/cdbg/gmm/far_forms.html

For more information contact your CDBG Representative.